



**State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387**

**Solicitation Information
February 20, 2013**

ADDENDUM # 4

RFP# 7459247

Title: Rhode Island College – Architecture & Engineering Services – Gaige Hall & Craig Lee Hall Renovations

Notice to Vendors:

**SEE ATTACHED QUESTIONS, ANSWERS AND CLARIFICATIONS
BIDDERS SHALL SUBMIT SEALED COST PROPOSALS USING THE
FORMAT ATTACHED.**

**Thomas Bovis
Interdepartmental Project Manager**

Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.

**Rhode Island College – Architecture & Engineering Services – Gaige Hall & Craig Lee Hall
Renovations RFP# 7459247**

Questions & Answers from Pre-Proposal Meeting (January 30, 2013)

1. Is there information on how to phase and maintain data room in Gaige Hall?

The data center in the basement of Gaige Hall is the main data center for the campus. The data center must be kept online for the duration of the construction project. The data center does have an independent generator. The design must include provisions to allow data center to operate continuously (and be accessible) during construction including a new dedicated temporary electrical service. No renovation of the data center itself is included in the design, other than provisions to keep it operational.

2. Is the last page of the Feasibility Study report page #88?

Yes.

3. Does the College typically go with LEED or LEED equivalent?

It shall be assumed that the project will be LEED certified. Architect shall be responsible for preparation of all documentation.

4. Will RIC engage its own services for low voltage AV equipment or is the architect responsible for full service engineering?

The architect is responsible for all aspects of design for this project, including low voltage AV equipment.

5. Should engaging a consultant for the hazardous material and design assessment be included in the architect's fee?

Yes. See paragraph 3.16 of the RFP.

6. Section 3.8 says the architect is to select furniture, also procurement or just specs for the FF&E?

The architect is to develop the plans and specifications and RIC will manage the procurement. Architect to participate in vendor selection, review and approve submittals, and assist with coordination of installation.

7. Should the proposal break-out the sub-consultant cost?

We will be looking for a lump sum plus reimbursable. A more detailed breakout will assist the selection committee when reviewing proposals. Please complete the attached fee form and include with your proposal. In addition, provide additional information as deemed appropriate, as well as firms hourly rates for all labor categories.

8. Are there existing conditions as part of a site survey? Are original drawings available?

Site plans showing infrastructure and site features for what is underground with 2-foot contours and some original drawings are available. They are not as-built drawings. Firms shall assume some utility verification will be required.

9. Are you anticipating adding a surveying component?

The architect would have to include what they feel is necessary in addition to what is available. It should be assumed that additional site survey will be required.

10. What do you anticipate for geotech? Include in reimbursable?

Architects shall use professional judgment as to what is required. However, Geotech program shall include at a minimum: test borings, soil evaluation, groundwater evaluation and recommendations for foundations, slabs, and utilization of on-site soils. Yes, include in your reimbursable.

11. If there is a Construction Manager at Risk, would it be the same for both buildings?

If there is a Construction Manager at Risk, it would be the same for both buildings.

12. The preliminary schematic and final are in 3.19 and 3.20, what distinguishes between the two?

The preliminary schematic shall be a "draft" schematic.

13. Will there be a list of attendees online?

Yes. This has been posted.

14. How does RIC do classroom scheduling?

We have a central programming office.

15. Project Phasing – How do you anticipate project being phased?

The current plan is to renovate one complete building at a time (sequentially) – 2 total phases. This assumes our surge space needs will be accommodated. If not, we may opt to divide each building into two phases – thus creating 4 total phases.

16. Phasing prices will escalate, is that in the project budget?

We have \$44 million for the total project cost. Escalation in pricing needs to be accounted for in the design and cost estimating.

Questions and Answers Received During Question Period (after pre-proposal)

17. If a CM is proposed for the estimating, detailed schedule, construction staging and construction phasing scope as defined in sections 3.3 and 3.9, will that CM be excluded from bidding on the CM at Risk option the College is considering?

If the College utilizes a Construction Manager at Risk, the same CM would be involved through all phases of the project.

18. Will the cost of temporary space for the occupants that will be moved from the areas of the building while they undergo renovations be part of the project cost?

Unless another source of funding is identified, these costs will be part of the project cost.

19. Are there record drawings available? If not, will the architect be required to produce measured drawings?

The college has relatively recent floor plans for each building. In addition, we have original building drawings. Architect will need to verify accuracy and update as required.

20. Who is on the selection committee and what are their roles in the College? If names cannot be made available, which departments do the committee members represent?

The committee has not been selected.

21. The feasibility study assumed typical classroom arrangements. Will there be any considerations for alternative learning classrooms or flexible learning environments? If so, how does this affect the technology standards that have been developed?

This will need to be reviewed during design.

22. We understand surge space will be required to enable the phased project. What is the level of involvement required from the design team in the planning and construction of surge spaces?

The design team will not be required to locate or design surge space on campus. We will request that the design team assist with strategy, as well as provide input and guidance with regard to the timing of surge space needs as it relates to construction phasing and schedule and academic schedule.

23. What is the extent of the voice/data scope of work? Would we be required to design and specify all the equipment, racks, switchgears, IDF/BDF layouts, etc... or simply provide labeling, testing, and terminating of Ethernet cable infrastructure in a traditional scenario?

Refer to clarifications section of this addendum. The college will be providing college standards to the architect.

24. The RFP asks for an “estimate of” and “expected” reimbursable expenses as a line item in the cost proposal. Since the exact amount of expenses are unknown, if the design team exceeds the estimated amount of reimbursable expenses during the project, will they be reimbursed? If the design team does not use the allocated amount of reimbursable expenses, are the remaining funds to be credited?

The estimate is to be provided in order to provide an understanding of expected expenses. It then becomes part of the purchase order. If it appears that these expenses will exceed the original estimate and they are justified then an increase to the purchase order would be requested. If the allocated amount is not spent then the balance is not paid.

25. To what degree are geotechnical services required?

a. Should we assume that borings and analysis of soils is the extent of inclusion?
Borings and soils analysis required. Soils also to be analyzed for environmental spectrum(RIDEM method 1 Residential Direct Exposure Criteria) – see clarifications below.

b. Is extensive boring required to determine if ledge is present?
Architect to use professional judgment.

c. Are services during construction required?
Yes.

26. What is the extent of the civil engineering scope of work? What and where are the limits of the project?

This will need to be determined during design. The feasibility study identifies potential additions on Craig Lee. The proposed addition on Gaige Hall does not alter the building footprint.

27. Regarding landscape architecture,

- a. Is there a staging area planned for the construction of the project and if so, what is the extent of landscaping after construction?

Not at this time. Architect will need to assist the owner with identification and selection of suitable staging areas. It shall be assumed that all areas disturbed by construction will be restored to the pre-construction condition or better.

- b. Is it reasonable to expect that landscaped site work would extend 40' out from the building?

Architects to use their professional judgment. It may be less in some areas and more in others.

- c. Is the design of an irrigation system to be included in the scope of work?

Yes, for new grassed areas or grass areas impacted by construction.

28. What is the intended use for the auditorium in Gaige Hall and what is the extent of the theatrical lighting scope of work?

The primary use of this space will be for academic purposes. It will not be designed as a performance space.

29. We assume that Special Inspections are not to be included in the scope of services. Could you confirm?

We assume that Special Inspections include masonry testing, steel/welding testing, soils compaction testing, concrete cylinders, etc. This would be addressed by the Owner and does not need to be included in the Architect fee.

30. Regarding hazardous materials,

- a. Is the testing and measuring of PCB's in glazing, caulking, associated materials, light ballasts, transformer and equipment oils, to be included in the scope?

Sufficient testing shall be done to gain an understanding of the type and quantity of hazardous materials in the buildings. Testing shall not be done (for specific items) if positive results would require the college to immediately remedy the condition.

- b. Will the buildings be occupied during inspection and testing? Are there after hours periods available for inspection and testing?

We would look for selected firm's recommendations on when testing should be done. There are times when the buildings are unoccupied or minimally occupied.

- c. Is a Phase 1 Environmental Site Assessment required to discover historical information such as buried gasoline or oil tanks?

It shall be assumed that this is not required.

- d. Is testing for soil and subsurface – including sub-slab vapor barriers and water proofing –required?

Architect to use professional judgment.

31. We understand that the RI Green Buildings Act requires that the buildings meet a minimum LEED certification or equivalent. Will RIC be seeking LEED certification? Is the documentation and certification process part of the project's scope of work?

Yes and Yes.

Clarifications:

Technology – Architect shall be responsible for the design of all network, AV, and security systems in the buildings. Architect shall coordinate with campus Networking and Telecommunications Department and User Services Department to ensure design is in full compliance with college standards. Architect shall include a technology specialist on their team who is experienced with the latest digital classroom technologies, telecommunications and networking, electronic door access, security and alarm systems, and other building technologies being used in institutions of higher education. Technology specialist shall have a minimum of 10 years' experience with at least 3 client references for projects of the same size and scope in higher education.

In addition:

- All building wiring must be replaced and new wiring must meet or exceed current campus standards.
- All electronic classrooms shall be upgraded to fully-digital technologies and must meet or exceed current campus standards.
- Gaige Hall houses the campus Data Center which will not be renovated as part of this project. The Data Center must remain 100% functional and accessible during the entire project.

Soils Management Plan – Architect shall develop a soils management plan to be included in the construction contract documents. Proposal shall include the cost for sampling and analysis of a sufficient number of soil samples to characterize to the project site in order to develop the plan. The plan shall provide direction to contractor for handling, storage,

transport, and disposal of soils encountered on site. Plan shall be in full conformance with Rhode Island Department of Environmental Management's rules and regulations.

Construction Manager At Risk – Firms shall highlight in their proposals any experience they have had working on projects where there was a Construction Manager at Risk. If there is a differential in the proposed fee (either positive or negative) include on the fee form. In the proposal itself identify the specific reasons for the increase or decrease.

Additional Services – Proposals shall include an itemized list of additional services that may be required but are not specifically identified in the RFP.

Fee Form

Lump Sum Fee	\$
Estimated Reimbursables	\$
Total Fee	\$
Differential for 4-phase construction project (+/-)	\$
Differential for working with Construction Manager at Risk (+/-)	\$

Note: Fees should be provided in numbers (i.e. \$100.00) and writing (i.e. one hundred dollars and zero cents).

Include listing of hourly rates for all labor categories on a separate sheet.

Listing of Proposed Sub-consultants

Company	Type of Work To Be Completed (i.e. role on project)	Approximate % of Total Fee

Company: _____

Name of Representative (typed or printed):

Signature of Representative

Date
